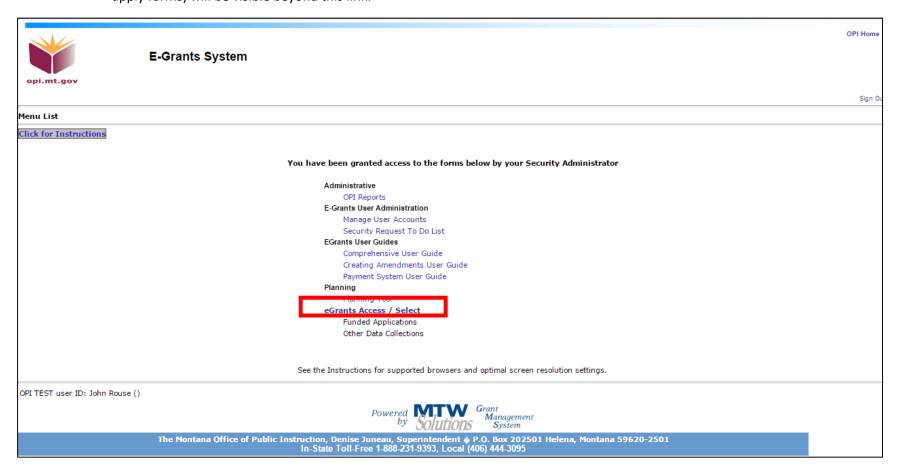
Using E-Grants' New Access Select Page

Overview. In all past version of E-Grants, users selected a specific grant program, then selected the application for a specific year. E-Grants has essentially been turned upon its head: users will now select the year first, and then view all grants available **within that grant year.** This will allow districts to have a better sense of what funds are available to them within a given year.

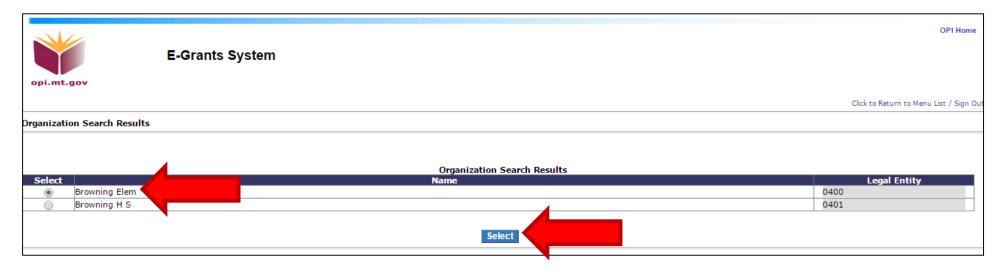
Step 1. Upon logging into E-Grants, the user will immediately notice that the long list of grant programs has disappeared from the **Menu List**. Fret not! Just select the **eGrants Access / Select** link toward the bottom of the list.

All **Funded Applications** (grant programs through which districts receive money) and **Other Data Collections** (program reports and intent to apply forms) will be visible beyond this link.



Step 2. If you have access to multiple Legal Entities (LEs), select the appropriate LE from the list.

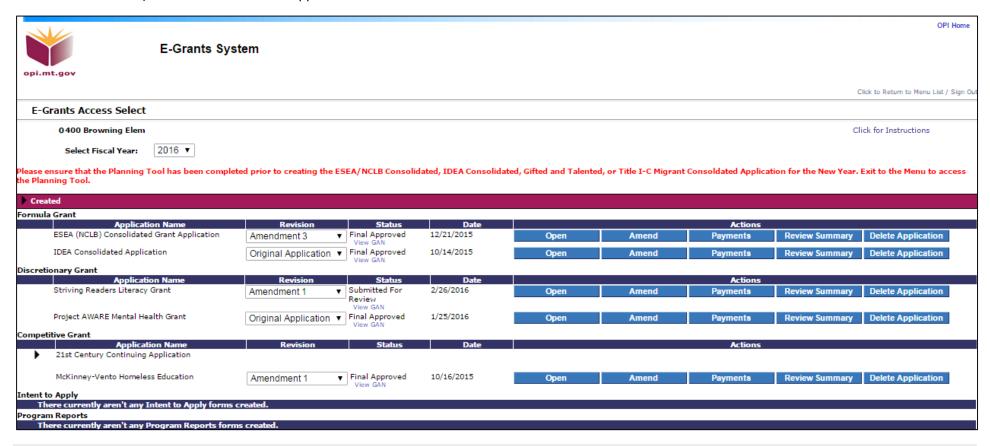
- Check the radio button next to the appropriate LE.
- Click Select button at the bottom of the screen.



Step 3. The new Access Select page will look significant different from the past E-Grants system. Let's break it down, section by section!

									OPI Home
	E-Grants Sys	tem							
opi.mt.gov									
									Click to Return to Menu List / Sign Out
E-Grants Access Select									
(0400 Browning Elem							C	lick for Instructions
	Select Fiscal Year: 2016 ▼								
Please ensure that the Planning Tool has been completed prior to creating the ESEA/NCLB Consolidated, IDEA Consolidated, Gifted and Talented, or Title I-C Migrant Consoldated Application for the New Year. Exit to the Menu to access the Planning Tool.									
Created									
Formula Gr									
ES	Application Name SEA (NCLB) Consolidated Grant Application	Revision Amendment 3	Status Final Approved	Date 12/21/2015	Open	Amend	Actions Payments	Review Summary	Delete Application
	EA Consolidated Application	Original Application ▼	View GAN	10/14/2015	Open	Amend	Payments	Review Summary	Delete Application
Discretiona	ary Grant	211311111111111111111111111111111111111	View GAN		·				
	Application Name	Revision	Status	Date			Actions		
St	riving Readers Literacy Grant	Amendment 1 ▼	Submitted For Review	2/26/2016	Open	Amend	Payments	Review Summary	Delete Application
Pr	oject AWARE Mental Health Grant	Original Application ▼	View GAN Final Approved View GAN	1/25/2016	Open	Amend	Payments	Review Summary	Delete Application
Competitive Grant									
2	Application Name 1st Century Continuing Application	Revision	Status	Date			Actions		
						_			
	cKinney-Vento Homeless Education	Amendment 1 ▼	Final Approved View GAN	10/16/2015	Open	Amend	Payments	Review Summary	Delete Application
Intent to Apply There currently aren't any Intent to Apply forms created.									
Program Reports									
There currently aren't any Program Reports forms created. Available									
Formula Gr									
	ABLE Extension	Sub	Submissions due by 6/1/2016					Create	
	Title I-D State Level		Sub	missions due by 6/1/2016					Create
Discretiona	ionary Grant IDEA B: CSPD Submissions due by 8/1/2016								Create
	IDEA Part D: Multi-Tier System of Support		Submissions due by 9/30/2016					Create	
	Title II-A: State Level		Submissions due by 6/1/2016					Create	
	Title II-B: MSP App	missions due by 9/30/2010	;				Create		
	Title III: Emergency Immigrant		Submissions due by 6/30/2016					Create	
Competitiv	e Grant								
>	Title IV-B: 21st Cent. Cont.								Submissions due by 6/1/2016
Intent to Apply									
There currently aren't any Intent to Apply forms available. Program Reports									
r rogram K	Gifted & Talented Report		Sub	missions due by 11/1/201	,				Create

- The **Created** section will displays status information for all grants that have been created for the grant year selected.
 - The **LE Name** and **LE Number** appear at the top left of the page.
 - > To select or change the fiscal year being viewed, click the arrow next to the year displayed in the **Select Fiscal Year** dropdown.
 - > Grants continue to be categorized by Formula Grant, Discretionary Grant, Competitive Grant, Intent to Apply and Program Report.
 - In the **Revision** column, users will view the iteration of application for that particular grant: Original Application, Amendment 1, etc.
 - > The **Status** column will continue to show users the status of that particular grant: Created, Submitted for Review, or Final Approved.
 - The **Date** column will state the date that the most recent action was taken on that application.
 - The **Actions** column lists all possible actions within a given application.
 - o This section replaces the list of buttons on the top of the former **Application Select** page.
 - Selecting the appropriate buttons will allow the user, respectively, to 1) **Open** an existing application, 2) **Amend** an existing application,
 - 3) view, create or submit Payments-related forms, 4) see reviewer feedback on the Review Summary page, and
 - 5) **Delete** an unsubmitted application.



- ❖ The **Available** section displays all grants that are currently available for submissions.
 - > Grants continue to be categorized by Formula Grant, Discretionary Grant, Competitive Grant, Intent to Apply and Program Report.
 - The **Dates** column lists the final submission deadline for each application, and allows users to track upcoming deadlines!
 - To create an application for a given application, simply click the **Create** button.
 - ! Please Note: Due to grant-specific requirements, a user's LE may not be eligible for all programs displayed under the **Available** section. Please contact the <u>appropriate OPI program specialist</u> with questions about grant eligibility.

